

SPECIAL LIBRARIES ASSOCIATION
31 EAST TENTH STREET
NEW YORK 3, N. Y.



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Shell Development Co., San Francisco, Cal.

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6, Ind.

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Punch Card Comm. Chrm.-Dr. Francis Fitzgerald
National War College, Washington 25, D. C.

PB-Number Index, Chrm.-Anne Nicholson, Penn
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Wilmington, Del.; Eleanor Campton, Phila.
Biblio. Center & Union Library Catalogue,
Phila., Pa.; Elizabeth Bowerman, Armstrong
Cork, Lancaster, Penn.; Lura Shorb, Hercules
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Local S-T Chairmen or Representatives

(Note, if your Chapter is not listed ask your
Chapter President)

Boston, rep.-Ruth McG. Lane, Vail Library,
Mass. Inst. Tech.;

Cincinnati, rep.-W. Holleman, Mead Corp.,
Chillicothe, Ohio;

Cleveland, rep.-Catherine Cassidy,
Harshaw Chemical Co.;

Connecticut, rep.-Sylvia De Santis, Naugatuck
Chem. Co., Naugatuck, Conn.;

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Cecilia F. Thompson, Ethyl Corp., Detroit;
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H. J. Heins Co., Pitta., Pa.;

Southern Calif. S-T Chrm.-Ruth Hoff, Jet Pro-
pulsion Lab., Calif. Inst. Tech., Pasadena, Cal.

Washington, S-T Chrm.-Sara Ann Jones,
Nat'l Bureau of Standards, Wash.

WHAT DO YOU EXPECT FROM S-T?

We all know that the more we contribute to an organization, the greater the benefits we derive from it. Your National Group officers are willing to do their utmost to make the next two years successful ones, but they can do this only with your assistance and cooperation. What do you expect from S-T? -- What do you expect to put into it?

There is an industrial concern which has a foremen's club at each of its plants, and once a year the President of the concern speaks at one of the meetings. He always has an inspiring message, but at one meeting he gave a particularly fine talk on "politics." He said he knew many of those present were "gripping" about the national set-up, and yes, some were even finding fault with the way the state, country and local governments were run. But then, he asked, "What are you doing about it?" He pointed to one man, and asked him why he had not run for the school board when invited to do so. And he asked another why he had not run for councilman. Those two men, as well as most of the others, had no cause for complaint. They could not conceive that good national government stems from well organized and well supported local units. Those who complained the loudest were the ones least willing to support any local project or endeavor.

You might well ask why or how the above story has anything to do with our S-T Group. Merely this, no organization can be effective without the united support of all its members. The National Association has an excellent group of officers. They are most willing to promote our interests, but they cannot do this unless they know what we are thinking, and what we are seeking. You can help them to know by speaking up at business meetings or by writing to your Chapter Representative. Your National S-T Group officers have asked the Chapter Presidents to appoint an individual to represent you if there is no S-T Group within your Chapter. A list of Chapter representatives, as well as Chairmen of various S-T Committees will be found elsewhere in this Almanack. If you have suggestions or criticisms, let them know. Don't just tell the person sitting next to you at a meeting.

If your ideas or opinions are not always acted upon, don't be discouraged; remember there are 1850 others also entitled to an opinion. Those ideas are needed even though they cannot all be carried out. When turned over to the proper individuals they can be compared and evaluated. The results would make an excellent starting point for planning a correlation between Group and National activities.

Our past President, Irene Strieby, has much more ably expressed these thoughts in her report to the Association which has been printed in *Special Libraries*, October, 1948. Read it and think how you, the individual, fit into one of the eighty units of SLA.

Gretchen D. Little, Chairman

URGENT

Unless 500 paid subscriptions are received by December 30 it will be impossible to issue another edition of *YE ALCHEMICAL LIBRARIES ALMANACK*. Subscription renewals are being received but only in a few cases have checks accompanied the order. It is necessary that payment accompany order. We do not have staff or money for postage with which to send out bills. The present issue which is being sent to all Science-Technology non-subscribing members, is being financed in part by the fifteen-cents (15¢) per member appropriation from the National Association.

Needless to say, a membership of approximately 2,000 cannot be informed of their activities on such a small sum. Nor can private organizations under-take to finance a publication to be sent out. Even if a four page mimeographed newsletter were to be sent to all members it would cost more than \$100.00.

If more subscribers can be obtained it will be possible to lower the subscription rate at a later date.

At the 1949 Convention there will be discussed the means by which the entire Group can be given information.

If you do not subscribe, please let us know why. Please let us know what you want in the way of format and contents.

Use the enclosed form for your 1949 subscription and comments.

THE 1948 CONVENTION

WASHINGTON, D. C.

Minutes of the S-T Business Meeting June 9 and 10, 1948

The official program for the Special Libraries Association Convention, 1948, announced that the Business Meeting of the Science-Technology Group would begin at 5:30, June 9. However, since the reception for new officers was scheduled for 6:00, it would have been

impossible to have completed the Business Meeting in the time allotted. For that reason, "A Supplement to the Society Program and Agenda" which was distributed earlier Wednesday afternoon changed the time of the Business Meeting to 4:30. Notwithstanding, many who attended the symposium on publicising library service did not recognize the Supplement, and at 4:30 only a very few members were present. The Chairman waited until 5:10 before calling the meeting to order and then announced that the Business Meeting would be divided and any unfinished matters would be taken up at the Breakfast Meeting at 8 o'clock Thursday morning. The minutes are, therefore, divided according to this schedule.

Afternoon Meeting

June 9, 1948

Reports of the Chemistry Section and the Aeronautical and Engineering Section were read. Neither chairman was present, so the Secretary read the Chemistry Section Report, E. Bowerman, Chairman; and Miss Elma Evans read the Aeronautical and Engineering Report, R. Sale, Chairman. No report was given by either the Pharmaceutical Section, A. L. Brown, Chairman, or by the Petroleum Section, M. Schoengolf, Chairman.

Two Committee Reports were given. Mr. Ralph Hopp reported on the activities of the Bibliographic Pool for the past year, and Miss Gertrude Schutze reported on the status of the Almanack subscriptions. At the time of her reading, she reported 231 subscriptions had been received; the cash balance reported by her was not accurate since it did not take into account the handling fee of five cents per check which the Secretary had had to pay on the first 125 (approximately) checks received.

The Chairman talked at some length about the desirability of continuing the Almanack, and the discussion from the floor brought out that costs of printing should be investigated before the subscription price be raised. Miss Schutze indicated that so far the Almanack had been self-supporting and that as few as twenty-five more subscriptions would allow the fourth issue to be printed without drawing from the Science-Technology funds. No decision was reached at this time. It was announced that it would be discussed at the continuation of the Business Meeting the next morning.

Since the Chemistry Section had completed their assignment of the past two years; namely, the compilation of the "Union List of Technical Periodicals," it was suggested that this section consider the publication of a supplement to the "Trade-Name Index." The only

discussion that followed this suggestion was that it might be accomplished by cumulating private files already existing.

The Chairman read a copy of the letter she wrote to the President of S.L.A. suggesting that the name of Science-Technology Group be changed to the Science-Technology Division since it now included nearly 2,000 members. Miss Evans pointed out that this was out of order if it was meant to be in the form of a petition. The Chairman assured her that it was not.

The Chairman read an Activities and Progress Report of the Group which covered her term of office.

The meeting closed with the Secretary's reading of the report of the Nominating Committee which named:

Chairman: Miss Gretchen D. Little
Atlas Powder Company
Wilmington, Delaware

Vice Chairman: Miss Thelma Hoffman
Shell Development Company
San Francisco, California

Secretary: Miss Miriam Huddle
Eastern Reg. Research Lab.
U.S. Dept. of Agriculture
Philadelphia, Pa.

No additional nominations were made from the floor, so it was moved and seconded that the Secretary be directed to cast one ballot.

Meeting adjourned.

Breakfast Meeting

June 10, 1948

The first Committee Report read at the meeting following the Breakfast was that of the Translation Pool, Chairman, Mrs. Miriam Landuyt. She reported that the Translation Pool now included over 5,000 cards which listed the location of the translations, and that it has been quite active since some publicity had been given it. As retiring Chairman of this committee, she suggested that consideration be given to housing this file in a permanent location. She reported that it had been a very time-consuming project both from the point of view of the actual typing of the card and the reference work involved in answering requests which included incomplete information. It was suggested that consideration be given the possibility of this becoming an association project. No official action was taken.

The Manual Committee, Miss L. Jackson, Chairman, reported that the Manuscript of the

Manual was complete and expressed appreciation to all who had contributed to this project.

It was brought out that the election on the previous evening had not been voted upon and was, therefore, unofficial. The Chairman asked the secretary to read again the report of the Nominating Committee. After a request for further nominations from the floor failed to bring any response, the acceptance of this slate was moved and seconded and voted upon. The motion passed unanimously.

The only other official business acted upon at this time was that the Almanack be continued for another year at a subscription rate of \$1.50 for four issues. Miss Alice Owen made a motion that the Almanack be continued at the present rate. This was seconded by Miss Alberta Adams. The motion passed unanimously.

No report was read by Dr. F. Fitzgerald, Chairman, Punch Cards Committee.

The Chairman invited persons interested in forming other sections to arrange a meeting later the same day. There were indications that two groups might be formed--Textiles and Metals--since at least ten persons indicated interest in each group.

Meeting adjourned at 9:40.

Respectfully submitted,
Kenneth H. Fagenhaugh
Retiring Secretary
Science-Technology Group
Special Libraries Association

Abstracts of Some of the S-T Papers

The U.S. Patent Office Classification
by M.F. Bailey, U.S. Patent Office
(talk delivered to Petroleum Division)
(Wash., D.C.)

The criteria of patentability constitute the fundamental reason for the basis of classification of the 302 classes and 43,000 subclasses adopted for Patent Office use. These criteria dictate that classification must be upon the fundamental characteristics of the subject matter. For chemical compounds, the most fundamental characteristic is the chemical constitution of the compound. The primary basis of classification for mixtures is the necessary function of properties of the mixture, e.g., fuels, explosives, catalysts, etc., with the subdivision devoted to the ingredients used. Machines are classified upon the necessary mode of functioning or mode of operation with the lines of detailed subdivisions directed to the mechanical characteristics and interrelations of the several parts of the machine. For manufactures, the necessary function or utility of the manufacture is sought. The methods of producing compounds and of compositions are classified on the basis of the compound and

composition produced, respectively. These appear to be both the necessary function and the necessary effect of such methods.

Publicity in an Institutional Library, by Ruth Beedle, Librarian, Institute of Textile Technology, Charlottesville, Va.

The publicity plan consists of the following: (1) Accession lists are distributed to the staff, the students, and to more than 200 textile mills. (2) The more significant achievements during the year are included in the president's annual report. (3) At each of 12 textile conferences, representing 240 men, the librarian was given a period for discussion. (4) A list of the dates and programs of scientific and technical meetings in the fields of our interests and giving the literature references is periodically sent to the chief executives, while the master list is posted on the bulletin board. (5) Twice a year the members of the research staff are furnished with a table showing the last number of a foreign patent that has been received in the U.S. Patent office library. (6) A 2-page "Guide to the use of the library" is given to each new employee. (7) Six class periods in the course on "Scientific and technical literature" are devoted to acquainting the students with our library facilities and, in cooperation with the staff at the University of Virginia, to being guided in the use of the departmental libraries there. (8) An exhibit of textile interest is always on display.

The Organization and Administration of a Pharmaceutical Library, by Alberta Brown, Librarian, The Upjohn Co., Kalamazoo, Michigan.

In a new library, books, journals and other materials must be brought together in a suitable place and a suitable person found to organize and care for them. The selection of the librarian should not be haphazard. The person who has a good scientific background gained in undergraduate work with language training, and then does her graduate work in library science should be well equipped. Such a person should have the rating and salary of other department heads. The size of the staff depends on the services carried on. These may include giving spot information, keeping executives informed of new developments, making literature searches, preparing bibliographies, cataloging and circulating material, keeping up on new publications, etc. As the staff increases, the work should be divided into professional and clerical. Some record of expenditures as a basis for prospective figures should be kept before determining a budget. Location of the library in relation to other departments is of prime importance. Work areas for the staff are a first essential; reading areas for the research staff are advisable. The book collec-

tion should contain general reference books, and books of general interest as well as technical books in the subject field. Abstracts services are essential. Journals are the backbone of the collection.

Classification and Steps in Making a Code for Punched Cards: Application to Science-Technology Group Membership. by Ruth Curtiss, Hercules Experiment Station, Hercules Powder Co., Wilmington, Delaware.

In terms of philosophy, punched cards are no different from any other classifying mechanism. The principles of library work are the principles of the punched card with, however, one distinction. Punched cards are extremely flexible. Because of this flexibility, the ten items of information which should be on file for each S-T member may be handled with one card rather than with the ten demanded by a dictionary catalog system. The ten items so recorded are: (1) name of member, (2) type of membership, (3) geographical location, (4) chapter affiliation, (5) willingness to participate in Group activities, (6) male or female, (7) year affiliated with SLA., (8) the name of the employing organization, (9) the type of the organization, and (10) the interests of the organization. The part of the card allotted to item (10) may be used in a dual capacity as, by coding of the 14 groups within SLA in place of organization interests, the card may be applied by National Headquarters to the entire SLA membership. By modification of this space, the card might also be used by any other group in the association. Information for the cards has been obtained by means of a questionnaire. The response to this questionnaire has been most gratifying, particularly that on participation in Group activities.

Some Remarks on Subject Headings. by C.D. Gull, Editor-in-Chief, Science and Technology Project, Library of Congress Wash., D.C.

The establishment of the Science and Technology Project in the Library of Congress required the construction of a subject catalog to serve the needs of the Project. The project was established under a contract from the Office of Naval Research to receive, catalog, abstract, loan and file scientific and technical reports prepared by the armed forces or their civilian contractors, and to furnish references and bibliographic services to the Office of Naval Research. After weighing the advantages of a classified versus a subject heading catalog, highly specific versus more general headings, and indirect versus direct headings, it was decided to undertake a subject heading list in

which the entries would be specific and in which the emphasis would be placed on the direct form of entry. After a large part of the list was compiled, the author again compared direct versus indirect headings, and again decided that direct headings were more useful. The author also compiled a guide for the choice, construction and applications of subject headings to the project. In this manual, library terms such as see and see also references are defined; rules are given for maintaining a subject authority file; and suggestions are given for choosing headings that satisfy the purpose of the Project--to facilitate scientific research.

Publicizing a Company Library, by Alma C. Mitchell, Librarian Public Service Electric and Gas Company, Newark, N.J.

The first of many projects to bring the library to the clientele and the clientele to the library was a daily "Do you know" Bulletin covering construction projects, court decisions, labor conditions, and other items of interest to the public utility industry. As its popularity increased, this was changed to a weekly "News Briefs" supplemented by two other weeklies--a "Labor Bulletin", and a listing--"Across the Librarian's Desk"--of new State, Municipal and Federal Reports. A monthly economic bulletin and a monthly compilation of technical and business developments are also issued. Primarily for the benefit of the outside offices, a catalog of new books and magazine articles is issued three times yearly. Other means of publicizing the library include: bi-monthly posters calling attention to the library facilities; two lighted bulletin boards outside the library door for notices of meetings, new books, etc.; a letter to new comers and training personnel outlining the library services; borrowing current fiction and non-fiction from the Public Library for distribution along Public Library rules, and a 3 x 5 personal card file on which are listed subjects in which certain of the clientele are interested.

Research Records in a Library. by Lura Shorb, Librarian, Hercules Experiment Station, Hercules Powder Co., Wilmington, Delaware.

The practices followed at the Hercules Experiment Station for circulating and filing a variety of research records are described and some procedures are contrasted with those used by other companies. These records are: (1) Research Projects, (2) Research Notebooks, (3) Research Reports, and (4) Correspondence and other records. The research projects called RIs, an abbreviation for Request

for Investigation, may originate at the Experiment Station or at one of the ten plants where development work is done. The Library Division is responsible for having them properly authorized, distributed and filed irrespective of their origin. The Library is also responsible for stocking the blank notebooks, charging them to the chemists, and later after they have been filled, for filing and circulating them as needed. In addition to the notebooks, the librarian must provide certain printed and mimeographed forms for recording data on control work, and filing space for these original records. The research reports are mainly progress reports written periodically during the course of a project. It is the library's job to maintain a central file of all reports and supply the reports or information from them as needed. To have this information available, chemists on the library staff index the reports by subject, author, and company for a large information file known as the Central Index. Photographic copies of these report index cards are made for the Home Office and plant files. A special program has been set up to orient the new technical man by giving him a tour of the library and an introduction to all the library services including the two bulletins, The Literature Reference Bulletin and the Accession List. These services and the publicity connected with them keep the technical employees in touch with the library and gives the library a larger place in the company than it might otherwise have.

Patent Searching, by C. D. Stores, Standard Oil Development Co., Patent Department, Elizabeth, New Jersey.

The types of searches made in connection with patents are: (1) Specific information--e.g., the boiling point of a specific compound. (2) Novelty--an examination of the most obvious sources to determine whether or not a given suggestion is or is not new and patentable. (3) Art--an examination directed toward the position of a newly developed process with regard to the knowledge which has been accumulated on the subject. (4) Validity--the development of references which will anticipate and invalidate the claims of one or more issued patents. (5) Infringement--determining whether or not a given process, composition, or apparatus will infringe the claims of an unexpired patent. (6) Index--to determine what patents have been issued to any individual or corporation. The author advises that librarians do not render an opinion on the patentability, invalidity, or infringement on the question involved, but to direct the patent attorney's attention to the best references that have been found. The best sources for patent searching are the U.S.

Patent classes in the Search Room in the Patent Office, the classified sets of foreign patents in the Patent Office Scientific Library, and the various abstract journals. When writing a report on the results of a patent search it is very important to give an accurate and complete documentation of every statement made in the report. This documentation should be to the first sources and not to any secondary or intermediate source.

Other Papers Presented (Papers not available for abstracting)

1. Education on the use of a library. Mr. E. C. McClintock, Jr., Engineering Library, University of Virginia. (An excellent paper--college and university libraries will find most interesting, University of Virginia's Engineering Library methods of training the student to use the library. Write Mr. McClintock for information).
2. Patents in the Library. W. L. Powlinson, Automobile Manufacturers Association, Detroit, Michigan.
3. Organic Chemical patents indexing. H. Isbell, General Mills, Minneapolis, Minn.
4. Progress Report on Rubber Library, Akron, Ohio. Lois Brock, General Tire and Rubber Co., Akron, Ohio.

SECTIONS AND COMMITTEES

ACTIVITIES AND PROJECTS

CHEMISTRY SECTION: Suggestions for possible projects are: (1) Compilation of a list of Chemical Awards and prizes (2) Compilation of cumulative index to preceding volumes of INDUSTRIAL AND ENGINEERING CHEMISTRY. (Send suggestions as well as offering assistance for projects to Leora Straka).

ENGINEERING-AERONAUTICS SECTION: Hopes to get out within the year a list of "aeronautical subject headings". The list on "Commercial Air Transportation" prepared by the Washington Group is completed. Notice regarding publication will soon be ready.

GROUP STRUCTURE COMMITTEE: Several of the groups have already made studies of their structure showing how they fit into the National picture. Kenneth Fagerhaugh, Chairman of the Committee is also a committee member of the National Group Liaison Committee. He should be in a good position to head the committee in its study. However, he needs your ideas as to whether you wish to have a constitution and by-laws for the group; whether section chairmen should be appointed or elected (both are done now). A study is also being made of Science-Technology membership, sections, chapters. The committee will present its recommendations at the business meeting of the

Group at the 1949 Convention. This is an important committee. Send your ideas to the chairman; all ideas will be referred to the committee.

MANUAL PROJECT COMMITTEE: Most of the manuscript is finished and is now being reviewed.

BIBLIOGRAPHY POOL PROJECT COMMITTEE: Most of the manuscript is finished and is now being reviewed.

BIBLIOGRAPHY POOL PROJECT COMMITTEE: The bibliographies are housed at the Battelle Memorial Institute. Thus far there are not many on file. Write Mr. Ralph Hopp for information as to what and how you may contribute, and what you may receive in return.

PETROLEUM SECTION: The Section is working on their program for the Convention. It is hoped that projects can be discussed at the Convention meeting.

PHARMACEUTICAL SECTION: Two projects have been undertaken for the year: (1) Union list of Periodicals for Pharmaceutical libraries (2) Unlisted Drugs Project.

PUNCH CARD COMMITTEE: Dr. Francis Fitzgerald is in an excellent position to keep abreast of the latest developments in the use of punch cards. Send your questions and suggestions to him.

PUBLIC UTILITIES SECTION: Section is in process of being revived. Write to Alma Mitchell if you are affiliated with public utilities.

PB NUMERICAL INDEX PROJECT: Miss Anne Nicholson, Chairman, has made a good start. Her committee consists of Mrs. Marie Goff, Miss Lura Shorb, Miss Eleanor Campion, Miss Elizabeth Bowerman. Socony-Vacuum Oil Company, Research Laboratories, Paulsboro, N.J., Intelligence Division, is cooperating by giving permission for the committee to use their punch cards for running off copy. Several committee meetings have been held. At one meeting representatives from the U.S. Office of Technical Services and Socony-Vacuum were present. The index will cover volumes 1-10 of the Bibliography of Scientific and Industrial Reports, Correlation of BIOS, CIOS, FIAT, OSRD numbers is also being contemplated. If anyone has such correlations please write Miss Nicholson. The committee hopes to have the index ready for distribution by April 1949. If you have spent any money at all on the U.S. Office of Technical Service Reports you will surely want a copy of the index. Pre-publication order blanks are enclosed. The project has been approved by the Board to appear as a SLA publication.

TRANSLATION POOL PROJECT: Are you sending a card record of your translations to Mr. Wayne Kalenich? There is great possibility that this may become a National

Project so be on the lookout for more news. A few inquiries have come from Great Britain, Australia and South Africa, and the inquirers have expressed willingness to send information for inclusion in these files.

ALMANACK: Due to pressure of work Miss Schutze was obliged to resign as editor. Mr. Allen Ring, Librarian, Mallinckrodt Chemical Works, St. Louis, Mo., has kindly agreed to take over the editorship for 1949. The October issue is being brought out with the combined efforts of the Wilmington-Philadelphia local S-T Group.

MEMBERSHIP COMMITTEE: Miss Mary Herren, Librarian, Research Laboratory, Pan American Refining Corp., Texas City, Texas, has accepted the chairmanship of the membership committee.

PUBLIC RELATIONS COMMITTEE: Mrs. Maude R. Hinson, Downers Grove, Ill., has kindly signified her acceptance to continue as chairman. Chicago Chapter, sponsored for SLA, an exhibit at the Chicago "Chem Show".

ARCHIVIST: Miss Betty Joy Cole has accepted the position of Archivist for the group. If anyone has any old S-T files they should be sent to her.

1949 CONVENTION: A Chairman has been appointed to take care of the Convention Program: Miss Ruth L. Hoff, Librarian, Jet Propulsion Laboratory, California Institute of Technology, 4800 Oak Grove Drive, Pasadena 2 California. It is not too late to send your ideas for the convention to Miss Hoff. If you prefer, send your ideas to your section chairman for clearance. The next issue of the ALMANACK will carry a tentative program.

PROPOSED METALS SECTION: John T. Milek, Babcock, Wilcox, Alliance, Ohio, has started a petition for a Metals Section. Many librarians have shown an interest in forming such a Section. Mr. Milek asks all interested to write to him if you have not already written to Ralph Hopp.

COOPERATION WITH AMERICAN SOCIETY FOR METALS: About 125 metallurgists and librarians assembled at the ASM Convention held recently in Philadelphia; their purpose was to discuss metallurgical literature classification schemes and punch card filing. Mrs. Marjorie R. Hyslop, Editor of METALS REVIEW gave the introduction - back ground - and purpose of the symposium. Ralph Hopp told those present that SLA would be willing to cooperate on any project ASM might propose.

Others on the program and papers presented included:

Objectives, Accomplishments and Pitfalls Encountered by the American Chemical Society Punched Card Committee, by

J. W. Perry, Massachusetts Institute of Technology, (Chairman, A.C.S. Punched Card Committee).

Development of a Code for Foundry Literature, by Jos. E. Foster, Technical Assistant, American Foundrymen's Society.

War Metallurgy Committee Scheme for Indexing Metallurgical Literature, and the Universal Decimal Classification, by Helen Purdum, Associate Editor, Dewey Decimal Classification, Library of Congress.

The Guy and Geisler Classification System, by A. G. Guy, Associate Professor in Mechanical Engineering, North Carolina State College of Agriculture and Engineering, or A. H. Geisler, Research Laboratory, General Electric Co.

Punch Cards in General - Their possibilities and Limitations, by A. G. Guy.

Zatacoding, by J. H. Westbrook, Department of Metallurgy, Massachusetts Institute of Technology.

As a result of this meeting the S-T Group was asked to appoint two members to work on an ASM committee to study and prepare, for metallurgists, a classification scheme applicable to punch cards. Meredith Wright, National Carbon Co., has accepted appointment; the other appointment is pending.

RECEIVED FROM ASLIB:

A history of their "Register of Specialist Translators". If anyone is interested in a similar Register for SLA, and is willing to be Chairman or work on the project Committee write to the National Group Secretary for further information.

NOTES ON THE ADVISORY COUNCIL MEETING OF SLA HELD AT CLEVELAND, NOVEMBER 4-6, 1948

Board approved PB-Number Index.

The Chemistry Section Chairman would like to have an active list of members -- the only available list is very incomplete. The only way to have a complete one is for members to write to the section chairman -- Leora Straka, Goodyear Tire and Rubber Company, Akron 16, Ohio.

Eleanor Cavanaugh, Chairman, International Relations suggested a "Special Libraries Institute". This would be held in 1950, the year the International Federation of Libraries is to meet. More on this from National.

The Board seemed quite concerned over finances. Main problem, as far as could be noted, is to reach the goal of a \$50,000 reserve fund. When this is reached, all will feel that the Association is financially on a firm basis.

Mrs. Stebbins announced that there are now 5,193 members.

Miss Keenleyside told about microcards. Microcard Foundation expects to publish Beilstein (54 volumes) -- Book price, \$1,400.00. Microcard price, \$146.00.

Mr. Kessler gave a good report on Professional Activities. Four categories have been set up -- recruiting, position classification, library education, and standards.

Miss Hatch from San Francisco told us that the "'49 Convention Planners" would give us a regular "ranch barbecue" instead of a banquet. There were so many "yesses", that we will have the barbecue.

Count on \$500.00 for the SLA SPECIAL-- Leave New York City, June 7 - Chicago, Grand Canyon, Los Angeles, Frisco, Seattle, Victoria, Lake Louise, Banff, and -- Arrive New York City, July 2 -- 3½ weeks. LET'S GET ABOARD.

There was a good deal of discussion on the "Savord Report". Consensus of opinion -- Subject Groups rather than Form. Also, might change the word "Group" to "Division", "Department", or such. At present groups are loosely knit parts of the organization. Mr. Hausdorfer in his report says, "One of the difficulties of the Board and the Finance Committee in their relation to groups has been the lack of definition of the powers and responsibilities of groups. They are not autonomous as chapters...for they have no charters or constitutions... Their accountability for funds...has been held the same as that of committees. ..."

The Cleveland dinner was a grand success. A most hospitable chapter. Everyone seemed to be in favor of having the Advisory Council Meetings in different places. The balmy weather was most unexpected but nonetheless, most enjoyable.

There will be more information about these meetings in Special Libraries.

Congratulations to Rose Vormelker for a good meeting.

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